

Interagency Coordinating Council Committee
July 14, 2005
Minutes
Capital Plaza Tower, Frankfort, Kentucky

Members/Designees Present

Cindy Holmes

Ginger Paul

Chris Ashman

Joseph Hersh

Annette Bridges, designee, Dept of Education

Sarah Wilding, designee for Dept for Public Health

Mary Marshall, designee for Dept of Education, Homeless Program

Vicki Wright

Staff Present

Annette Lane –Bartley

Anne Swinford

NaVona Morris-Davis

Germaine O’Connell

Kristie Cook

Jane Fay

Sandra Wilson

Nan Slaughter

Donna Croslin

Guests Present

Sandra Milburn

Caroline Gooden

Bonnie Thorson-Young

SUBJECT	DISCUSSION	ACTION
Welcome and Introductions	Cindy Holmes, acting chair welcomed everyone to the meeting and had all attendees introduce themselves	None needed
Approval of / Additions to the Agenda	One item added to the New Business area, Assistive Technology chapter of the Policy and Procedure Manual, for review by the ICC Committee	
Reading and Approval Of Minutes	Deferred to the next meeting, awaiting approval from Chair	None needed
Public Comment	Jane Fay, Northern Kentucky Program Consultant addressed the ICC regarding the dissolution of the IECE program at Northern Kentucky, which affects the Developmental Intervention Degree.	The Committee requested Ginger Paul represent the ICC by drafting a letter to send to the University's regarding concerns about the lack of this offering.
Overview of the Early Childhood Outcomes Grant	Presented by Caroline Gooden, with Kentucky Early. Discussed the progress of the four pilot sites and the plans for the coming year. Assistance to these programs in developing a comprehensive continuous assessment system that will provide data on child and program outcomes, the pilot process can be used to provide assistance and support to other programs across the state. The grant information can be viewed at the following web site: www.ihdi.uky.edu/KGSEG/KECO	Annette Bridges will work on getting an overview together for presentation at the next ICC Meeting.
University Technical Assistance and Monitoring Team Report, TAT Report	Sandra Wilson and Nan Slaughter (handout) Compilation of April and May data for all team reports. Focus was put on the provider shortages that are affecting the state, with particular mention to the six counties with the highest need. Provider Evaluator reports for May and June with 29 evaluations done statewide. Six formal complaints were filed in this time frame with three being from families and three from other sources. Changes and additions were discussed and are available in the handout.	
DEIC Report	No representation for DEIC	
Part C Coordinator Report	General update given by Germaine O'Connell. OSEP's web site contains the format for the six-year plan that Kentucky will be submitting. Annual application was sent to OSEP but returned for public comment, which was done through four major papers with no comment being submitted. The final version is viewable on First Steps web site. Preliminary work has begun on the Part C report.	

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Part C Coordinator Report (continued)	<p>Four recommendations from the mini workgroups have been addressed. Children exiting in 21 days or less of 3rd birthday will have a more streamlined process to cut down on paperwork and expense. Balance billing has been achieved. Turn off the TPL Medicaid billing will ease the process of billing through Medicaid. To improve communication with the field staff, there is a new policy that allow for new items to be added to the web site the first 15 days of each month with an effective date posted. This ensures that you will not have to check the web daily, but you will have a date to log on and check for all changes for that month. Financial update: FY 05, with all numbers in. There was 80% of overall budget spent with only 73% spent allotted for central office due to the loss of two staff persons. Budget for FY 06 is in and First Steps is again fully funded with very little difference in budget breakdown</p> <p>Record review: Thirteen reviews, with 51 in first quarter, 92 in third and 151 in fourth quarter of this year. Average number of days for a record review to go through the record review process is nine days. Eligibility, determination for intensive evaluation, and service exception. 10% for eligibility and 70% for service exception. Over 95% of the children where additional services were requested were approved. The leading cause for these requests was suspected autism. Two were not approved because they were within 60 days of their 3rd birthday, which would make them ineligible. Still receiving numerous requests for weekly services (96 units) 535 reviews performed for this Fiscal year. For FY 05 34 requests for reconsideration were submitted of which 31 accepted the recommendations with three requiring an IFSP review. Turnaround time of 3.8 days on those reconsiderations was the average for FY 05.</p>	
CSPD Committee Reports	No representation, no report given	
Evaluation & Assessment Committee Report	No representation, no report given	
Finance Committee Report	Came in under budget. No report	

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Billing for Interpreter Services	Anne Swinford briefed the committee of suggestions/concerns given by the Executive ICC. Bonnie Thorson Young addressed the concerns put forth by the executive members, with language barriers being a major concern, clarifying all. Concern was voiced that if there is a hold on this policy, this puts our families at risk, because no interpreter will get paid which will affect their availability and willingness to participate.	Motion was made by Chris Ashman that the interpreter document move forward as written, seconded by Vicki Wright, with an addition to the point of entry to state second home visit/contact. A vote was taken and the motion was approved.
Assistive Technology Chapter of the Policy and Procedure Manual	Anne Swinford reviewed with the ICC Committee the policy in question.	Motion was made by Chris Ashman and seconded by Annette Bridges to give ICC's support to the Assistive Technology Policy revision. Motion passed by the committee.
PSC Minimum Contact	The Technical Assistance Teams will be giving input in two weeks.	Motion was made by Vicki Wright that the policy remain as is and then seconded by Ginger Paul. Motioned passed unanimously
ICC Policy Review Process	The committee reviewed the flow chart submitted by Dr. Jung. Concerns about there not being a sub-committee designated to review was voiced in order to eliminate the confusion incurred. There needs to be a time frame more suitable for timely turn around.	Motion made by Chris Ashman that the ICC Policy Review Process be taken to the ICC Executive Committee to discuss concerns with a second from Mary Marshall. Motion passed.
Question/Answer Session at the Infant-Toddler Institute	Question was posed by Cindy Holmes regarding the Q/A session being offered at the Infant Toddler Institute. A vote was not necessary for the ICC, but suggestion to not have a Q/A session was made	
Announcements	Nominations for Marge Allen and Jim Henson Awards were supposed to be brought to the ICC meeting for the Executive Committee's review at conclusion of the meeting, however, they were not available. Cindy Holmes said she would contact Lee Ann Jung about making them available to the ICC Executive Committee for review. Annette Bridges announced a job vacancy of an Early Childhood Consultant and asked that if anyone was interested they should work with State Personnel to have their name added to the register	

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Adjournment	Meeting adjourned at 12:50 p.m.	